

Commerce & Trade Action Team
Meeting Notes
March 5, 2004

Attendance

John Stoker, Susan Gorski, Pauline Misjak, Andy Ziegler, Tonia Ritter, Tim Hoeffner, Phil Kazmierski, Bob Johnson, Sean Brosnan, Cheryl Rooker, Joe Pacella, Regine Beauboeuf, Bob Chaprnka, and Tony Kratofil

**Meeting
Overview**

(25 words or less)

Bob Johnson opened the meeting with an announcement that John Stoker would be taking over the role of Moderator. Sub team 1 presented their draft tasks. It was decided that we would break out into the sub teams so that drafts could be completed for sub teams 2, 3 and 4.

Meeting Notes

1. Review and discussion on action items listed in previous meeting minutes. Consensus was obtained.
 2. John mentioned that Sara Smith, MDOT had indicated that a dedicated person would be available to take minutes for the Action Team meetings. John will follow up on this.
 3. Reviewed minutes of the previous meeting, no discussion, minutes accepted.
 4. The Issue 1 subcommittee presented their draft task list for each Action item.
 5. Sub teams 2, 3 and 4 completed drafts of action tasks.
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Action Items

1. Still need to modify the action items handout for the changes in 3, and add a sheet for new action item no. 10.
 2. Team members will review draft tasks identified prior to the next meeting and be prepared to discuss and clarify.
 3. John Stoker will provide the team with a packet on the Foreign Trade Zone program.
 4. Begin discussion of each draft action tasks.
- From Last Meeting:
5. Dave Wresinski will contact FHWA and extend an invitation to become a part of the team.

**Proposed
Agenda Topics
For Next
Meeting**

1. Discussion of each task identified for each Action item.
2. Draft agenda for the next meeting.

**Next Meeting
Dates**

1. Friday, March 19, 2004, 9:00-12:00, Metro Region Office
2. Friday, April 2, 2004, 9:00-12:00, Aeronautics Commission Room
3. Friday, April 16, 2004, 9:00-12:00, Metro Region Office
4. Friday, April 30, 2004, 9:00-12:00, Aeronautics Commission Room
5. Friday, May14, 2004, 9:00-12:00, Metro Region Office
6. Friday, May 28, 2004, 9:00-12:00, Aeronautics Commission